

**MUSCOGEE (CREEK) NATION
REQUEST FOR PROPOSAL**

The Muscogee (Creek) Nation is soliciting Requests for Proposals from qualified construction firms to provide, and Construction Services through a stipulated lump sum Design/Build contract for the Muscogee (Creek) Nation Executive Office Building.

PROJECT DESCRIPTION

The Executive Office Building is a 9,400 square foot facility consisting of offices, with a metal roof, Building is Located at 1008 Bear Lane at the Creek Nation Complex.

SCOPE OF SERVICE

The scope of work is for the Fabrication and installation of Prefinished 24 GA Metal Arch Seamless Box Gutter with Down Spouts, splash blocks and all Appurtenances. Color to match the existing roof.

INSTRUCTIONS FOR PROPOSAL SUBMISSION

All firms must submit one written (1) Proposal in accordance with the Request for Proposal instructions. Deadline for submission of Proposals must be received by no later than 1:30 p.m. on August 31, 2016 and should be addressed to: Muscogee (Creek) Nation September 12,
Attn: Lisa Lewis, Office of Management & Budgets
1008 East Eufaula – Okmulgee, OK 74447

RFP packets may be obtained by calling the Office of Tribal Construction Services at 918.549.2465 between 8:00 a.m. and 5:00 p.m. (M-F) or by email, lfultz@mcn-nsn.gov or dford@mcn-nsn.gov . Questions concerning the Request for Statements of Qualifications may be addressed to Lonell Fultz, or David Ford, Project Manager, 918.549.2466.

INDIAN PREFERENCE

Section 00003

Bid Form

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BID FORM 00003

MUSCOGEE CREEK NATION EXECUTIVE BUILDING SEAMLESS GUTTER SYSTEM

BID FORM:

Bidders shall note that bid must be made on this form. Amounts of the bid shall be completely filled in, both in figures and in writing. Enclose the bid form in a sealed envelope plainly marked and addressed as follows:

1. The name and address of the bidder shall appear in the upper left hand corner of the envelope.
2. The lower left hand corner of the envelope shall be marked as follows:

BID FOR:

**EXECUTIVE BUILDING SEAMLESS GUTTER SYSTEM
MUSCOGEE CREEK NATION
OKMULGEE, OKLAHOMA**

3. The envelope shall be addressed to:

Muscogee Creek Nation
ATTN: Lisa Lewis
1008 E Eufaula
Okmulgee, OK 74447

Date:

PROPOSAL OF

(Hereinafter called "Bidder"), a (corporation/partnership/an individual) doing business as

TO: The Muscogee Creek Nation (hereinafter called the Owner)

Gentlemen:

The bidder, in compliance with your invitation for Bids for the:

**EXECUTIVE BUILDING SEAMLESS GUTTER SYSTEM
MUSCOGEE CREEK NATION
OKMULGEE, OKLAHOMA**

having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the work, including the availability of materials and labor, hereby agree to furnish all labor, materials, equipment and supplies, and to perform the work required by the project in accordance with the contract documents, within the time set forth in Instructions to Bidders, and at the prices stated below.

These prices are to cover all expenses incurred in performing the work required by the contract documents, of which this bid is a part.

Bidder acknowledges receipt of the following addenda: _____.

All Bid amounts shall be shown in both WORDS and FIGURES. In case of discrepancy, the amount shown in words will govern.

BASE BID:

Bidder agrees to perform all of the work described in the Drawings and Specifications as being in the Base Bid for the sum

of _____ Dollars.

\$ _____

Alternates:

Alternate (1). _____
Alternate (2). _____
Alternate (3). _____
Alternate (4). _____
Alternate (5). _____

The Bidder hereby agrees to commence work under this contract once the bidder has received a signed contract from both parties, Notice to Proceed and to substantially complete the project

Calendar days to complete project: _____

The Owner reserves the right to reject any and all bids.

Bidder agrees that this bid shall be good and shall not be withdrawn for a period of sixty (60) calendar days after the opening thereof.

In the event a contract is awarded by the Owner to the Successful Bidder, it shall be executed within thirty (90) days. The Bidder shall return with his executed contract, the Performance Payment Bond, and Defect Bond as required by the Supplementary Conditions.

If the successful bidder fails or refuses to enter into a contract as required by the Owner or fails to provide the required bonds and insurance to the Owner, within the time limited, said bidder shall forfeit to the Owner the difference between the low bid of said defaulting bidder and the amount of the bid of the bidder to whom the contract is subsequently awarded and, the cost, if any, of republication of notice to bidders and all actual expenses incurred by reason of the bidder's default.

The amount of said forfeiture shall not exceed the total amount deposited as security and shall be forfeited to the Owner as liquidated damages and not as a penalty. Negligence on the part of bidder in preparing or submitting the bid confers no right for the withdrawal of the bid after it has been opened and shall not constitute a defense to or excuse from the requirements of this provision.

(SEAL) bid
Respectfully submitted,

Contractor

By: _____
Title _____

Signature _____
FEI/SS Number _____